

Minutes of the Hearing of the Plan Commission of the City of Chetek held on August 15, 2024 at 6:00p.m.

City of Chetek – Planning Commission Meeting Minutes – August 15,2024.

A regular meeting of the Planning Commission for the City of Chetek was called to order at 6:00 pm on August 15, 2024 by Mayor Jeff Martin.

Roll call for the Planning Commission meeting was taken. Present were Mayor Martin, Shawn Ayers, Tim Esselman, Mark Etten, Dave Swangim & Del Wacker Absent: Thea Hempel

Also present was Mark Eby, Planning Commission Secretary, Building Inspector Joe Atwood, City Treasurer/Administrator Laura Stelzner, Airport Manager Matt Hutzler, Mr. & Mrs. Hassemer of 1100 15th St, & Justin Larson 1784 Elizabeth Lane.

Compliance with the open meeting law was verified.

Joe would like to move Mr. Larson's plan for his shipping container to the top of the agenda after the Hassemers so he would not have to sit through the whole meeting unless he wanted to.

Mark Etten made a motion to approve the prior month meeting minutes. 2nd by Tim Esselman Motion carried.

1) Discussion/Possible Action: Approve or not approve alley vacate at 1100 15th St for Hassemer and forward recommendation to council:

Hassemers are coming before the planning commission to vacate part of an alley that is by their property. A map was shown where they would be vacating the alley. The vacation of the alley needs to go to the planning commission first and forward to the council for the vacation. If approved the vacation of the alley would then be split between the 2 parcels. Hassemers are responsible for the certified survey that will need to be done. They may use anyone that is a certified surveyor. Ayers made a motion to approve the vacation of the alley and forward to the City Council. Swangim 2nd. Carried

2) Discussion/Possible Action: approve or not approve Justin Larsons plan and set a finish date for the shipping container that was placed on the property without City Approval.

Justin Larson was asked to come back before the commission to give his plan on how he could make his shipping container aesthetically pleasing. He stated that he wanted to do a concrete approach, do a sloped roof off the top and do some kind of siding on the structure. The commission would like him to come back in September to the commission and present his drawings to the commission so they know exactly what it would look like so there is no she said he said. He would like 90 days to complete the project but could do 60 days if needed. That decision would be up to the commission as to what they would like to set for a time frame. Mark Etten made a motion to have Justin come back to the September meeting with his plans on paper. Ayers 2nd. Carried

3)Discussion/Possible Action. look at future ordinance changes and forward recommendations to the council.

1) Repeal Division 6-Knapp Haven Nursing Home Board Sec. 349-352

Joe talked about this and we no longer own the nursing home so there is no reason to have this board in our ordinance any longer. Dave Swangim made a motion to recommend to council to repeal division 6 Knapp Haven Nursing Home Board Sec. 349-352. Mark Etten 2nd. Carried

2) Repeal Division 4- Residential Rental Permits and Mandatory Inspections Sec. 330-338

Joe discussed this and the state no longer allows you to do rental inspections. Del Wacker made a motion to forward the repeal of division 4- residential rental permits and mandatory inspections sec. 330-338. Shawn Ayers 2nd. Carried

3) Text amendment- change Comm. 20, 21, 22, 23, 16 and 25 to SPS 320, 321, 322, 323, 16 NEC, 325 and add SPS 381-387 in Sec. 26-57 Adoption.

Joe said that the state has changed the letters from NEC and have now made them SPS. This is just changing the lettering from NEC to SPS. Tim Esselman made a motion to change the text amendment of Comm. 20, 21, 22, 23, 16 and 25 to SPS 320,

321, 322, 323, 16 NEC, 325 and add SPS 381-387 in Sec. 26-57 Adoption. Mark Etten 2nd. Carried

4) Text amendment- change Comm. 23.04 and 23.11 to SPS 323.04 and 323.11 in Sec. 26-93 Class A chimney required.

Joe said this is the same as the text amendment change from the previous one of changing to SPS. Shawn Ayers made a motion to approve the text amendment change Comm. 23.04 and 23.11 to SPS 323.04 and 323.11 in Sec. 26-93 Class A chimney required. Mark Etten 2nd. Carried.

5) Text amendment- possible change in total sq. ft. from 1,200 to 1,500? in Sec. 26-151 Location of detached garages and accessory buildings.

Joe discussed this and said that when he first started the city ordinance was 900 sq ft and back in 2009 he went to the commission to ask for an increase from 900 to 1200 sq ft. When he decided to come up with the difference from 900 to 1200 he took average size lots in the city back in 2009. Shawn did some research on properties in the city and had some different ways that they could change the ordinance that there could possibly be different sizes per what the size of the parcel is. Shawn will work on drafting some stuff to discuss. There was some discussion after seeing this and decided that the commission would like to table this change to the October meeting when Shawn can present some findings as to possibly be able to make it fair around the city. Mark Etten made a motion to table this to the October meeting. Del Wacker 2nd. carried.

6) Text addition- add R-2 and R-3 to Sec. 26-151

Joe would like to add R-2 and R-3 to this section as there are currently no requirements as far as size or height for anything that is in either R-2 or R-3 districts. Mark Etten made a motion to table this to the September meeting when the commission can think of that a little bit more. Del Wacker 2nd. Carried.

7) Text addition- add the following to Sec. 26-151 (2)

There was discussion of different language between non conforming structures. Joe would like to add this to the following section **Detached accessory buildings shall not be located less than five (5) feet from any residential building nor closer than five (5) feet to an alley, except that when the accessory building is a garage that has its entrance facing the alley, the rear yard setback shall be 20 feet for the garage. All other structures not involving an alley or a garage shall be a minimum of three (3) feet from the property line.** Shawn would like to know how many empty lots are on alleys and also would like to show how many could possibly be built on. Mark Etten made a motion to table the text addition till we can review the asked for information. Tim Esselman 2nd. Carried.

8) Text addition- look at Sec. 118-86 Airport District and discuss overnight sleeping in hangers.

Joe was asked to address sleeping in hangers. Currently according to our ordinance there is to be no sleeping in the hangers. There has been some discussion during Airport Commission meetings that the hangar owners would like to see it changed to where they may be able to sleep and or rent and or air bnb the hangar living quarters out. Joe said that even in order to do this they would have to follow building codes and all UDC codes. The airport manager said that he would like to take out the restriction of how long actually one person could stay in their hangar out of the ordinance. Mayor said that this has come up in the past as at one time there was one person living there in their hangar and using it as their prime dwelling. At the last airport meeting there was discussion as to how many days they could stay 30 or 60 days. Shawn Ayers made a motion to table hanger residence discussion till Sept 2nd. Mark Etten 2nd. Carried.

Discussion/Possible Action: recommend or not recommend to City Council to pass the shoreline provisions ordinance as written

Del had a question in regards to sec 118-322 and was talking about existing structure and impervious surfaces. 118-322 should go back to 200 not the 300 that was shown in the ordinance. 118-323 there was discussion in regards to the vegetative buffer zone. After discussion it was decided to keep what was written. Then there was talk in regards to what shoreland means. It was decided that we put City Shorelands instead of just shorelands. There was discussion to change following distances from the ordinary high water mark of navigable waters as defined in S 281.31(2)(d) that says 1000 ft from a lake and change that to 200 feet from a lake. Also want to take out the state statute completely out of there. Also make 300 to 200 feet from a river. So the Shoreland definition will read as follows: City shorelands means the area within the following distances from the ordinary high water mark of navigable waters. 200 feet from a lake, 200 feet from a river, stream or to the landward side of a floodplain, whichever distance is greater. Del made a motion to table the shoreland zoning ordinance to the Sept meeting to see a final version. Mark Etten 2nd. Carried.

Motion to adjourn by Mark Etten 2nd by Del Wacker. carried meeting adjourned at 7:32pm

Next Meeting September 19, 2024

Respectfully Submitted Mark Eby